

## AGENDA

### COMMITTEE ON JOINT SCHOOL BUILDINGS

**September 4, 2007**

**School Cmte. Members Beaudry,  
Herbert, Gelinas  
Aldermen Thibault, Roy, Long**

**12:00 PM**

**Aldermanic Chambers  
City Hall (3<sup>rd</sup> Floor)**

1. Chairman Beaudry calls the meeting to order.
2. The Clerk calls the roll.
3. **A motion is in order to enter non-public session under the provisions of RSA 91-A:3II(e).**

**A roll call vote is required on the motion.**

4. **A motion is in order to re-enter public session.**
5. Update on the School Facilities Improvement Project (Monthly Report – May to August 2007).  
**A motion would be in order to accept the report and forward it to the Board of Mayor and Aldermen for informational purposes.**
6. Various school project status reports.
7. Request to relocated lockers at Hillside Middle School.  
**Gentlemen, what is your pleasure?**
8. Copy of a communication from Gallagher Construction Services relative to an invoice from Liberty Insurance in the amount of \$246,292 for premiums due.  
**Gentlemen, what is your pleasure?**
9. If there is no further business, a motion is in order to adjourn.



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## Monthly Report – May to August 2007

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City of Manchester  
Joint School Building Committee Meeting: August 29, 2007  
School Facilities Improvement Project

### 1.0 Budget:

- Budget overview summary attached.

### Activity Summary:

Construction activity shifted from night-shift hours during the school year to avoid disruption to school staff and students, to day shift during the school summer vacation. Central High School, Memorial High School classroom addition, Southside Middle School and Hillside Middle School classroom additions have been in full use by students and faculty and continue to have ongoing punchlist activities and miscellaneous work (and some rework) performed. Most schools have undergone a majority of the punchlist process with miscellaneous isolated interior spaces and exterior (roof, exterior, etc.) remaining. Contractors continue to work on addressing and closing out some scope items and miscellaneous punchlist items. The Design-Builder and associated contractors have continued to work on global Program-Wide items such as non-compliant door hardware issues as well as HVAC system noise mitigation issues (including sound attenuation installation and duct reconfiguration), with specific attention this summer to Central, Smyth, Gossler and Jewett. There was a meeting between the City and design-builder to coordinate Program summer construction activity with City routine summer school facility maintenance work.

### 2.0 Previous Months' Progress (26 April 07 – 22 August 07):

#### High Schools

- West High School
  - MEP Work Nearly Complete
  - Punchlist
- Memorial High School
  - Sound Attenuation Installation
  - Miscellaneous Door Hardware Work
  - Punchlist
- Central High School
  - MEP Work Nearly Complete
  - Sound Attenuation Installation Nearly Complete (RTU Relocation / Reinstallation)
  - Punchlist

#### Middle Schools

- Hillside Middle School
  - Final MEP Nearly Complete
  - Miscellaneous Door Hardware Work
  - Punchlist
- Southside Middle School
  - Final MEP Nearly Complete
  - Ceiling Tile Replacement Nearly Complete
  - Sound Attenuation Installation Complete
  - Punchlist
- Parkside Middle School
  - Exterior Roof Ductwork Replacement Complete
  - Punchlist



### Elementary Schools

- Hallsville
  - Final MEP Complete
  - Door Installation Nearly Complete
  - Punchlist
- Smyth
  - Sound Attenuation Installation Complete
  - Punchlist
- Gossler
  - Sound Attenuation Installation Complete
  - Punchlist
- Jewett
  - Sound Attenuation Installation Complete
  - Punchlist
- Bakersville Elementary School, McDonough Elementary School, Beech Street Elementary School, Wilson Elementary School, Webster Elementary School, Parker Varney Elementary School, Weston Elementary School, Highland Goffe's Falls Elementary School and Green Acres Elementary School
  - Punchlist

### 3.0 Critical Issues:

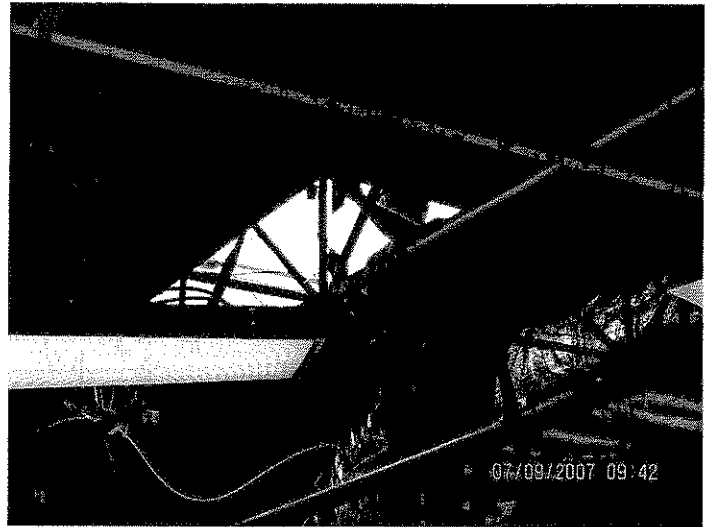
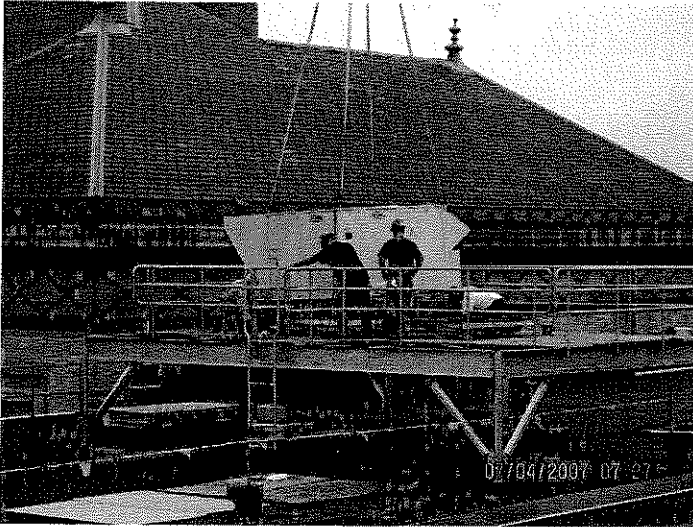
- Punchlisting
- Sound Attenuation Work



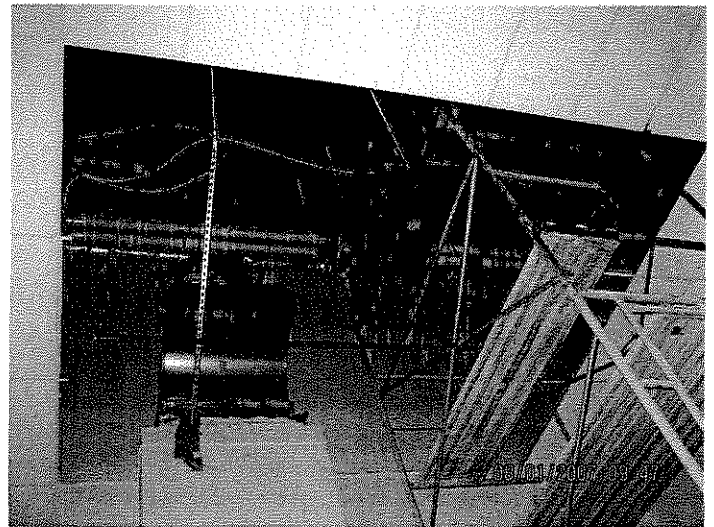
#### 4.0 Progress Photos

Late April to Late August

##### Central High School – Sound Attenuation Material (Steel) for RTU Relocation

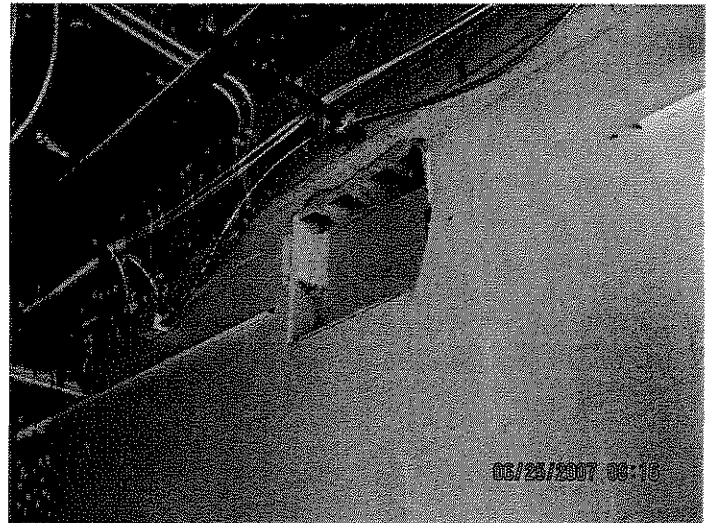
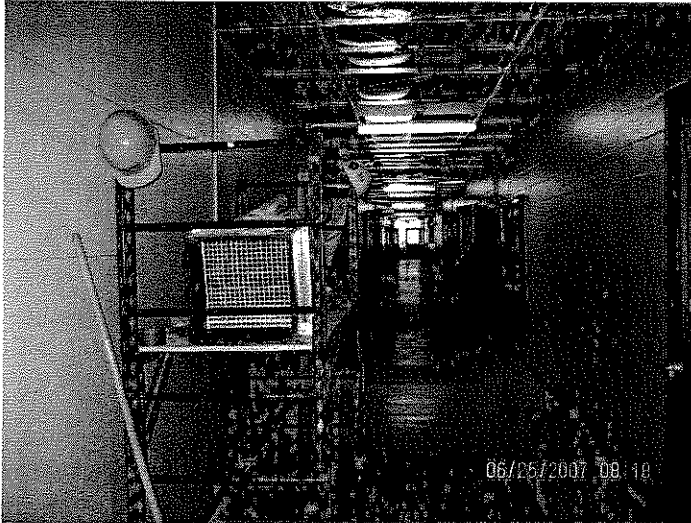


##### Central High School – Sound Attenuation Work in Mini-Gym





## Jewett Street Elementary School – Sound Attenuation Work





## JOINT SCHOOL BUILDING COMMITTEE

### HIGHWAY DEPARTMENT / PROJECT FINANCIAL SUMMARY REPORT

3-Jul-07

### DESIGN/BUILD/FINANCE SCHOOL IMPROVEMENT PROGRAM - Project #310303

BUDGET		FUNDING	SOURCE:	Bond	
		FY03 CIP	School Revenue Bond		\$101,410,000
		FY03 CIP	Gen.Obligation Bond		\$3,590,000
		FY03 CIP	Earned Interest		\$3,995,000
109,247,719		FY05	School Admin.Funding		\$252,719
AUTHORIZED VENDOR DESCRIPTION AND APPROVAL DATE	BUDGET	AMOUNT ENCUMBERED	PERCENT COMPLETE	AMOUNT EXPENDED	RETAINAGE HELD
Insurance & Legal	\$2,667,039.12	\$0.00	100%	\$2,667,039.12	
DMJM Program Management (Original + Amend.1-4)	\$4,661,740.35	\$665,345.65	86%	\$3,996,394.70	
Other Construction Expenses	\$812,010.32	\$0.00	100%	\$812,010.32	
Corrective Work through Facilities (Contract & Labor)	\$48,225.70	\$19,034.26	61%	\$29,191.44	
<b>Gilbane Construction Company</b>					
Base Contract	\$94,900,200.00	\$5,369,378.92	94%	\$89,530,821.08	\$3,865,772.44
Change Orders 1 - 27	\$2,747,761.29	\$0.00	100%	\$2,747,761.29	\$109,910.45
<b>Gilbane Contract To Date</b>	<b>\$97,647,961.29</b>	<b>\$5,369,378.92</b>		<b>\$92,278,582.37</b>	<b>\$3,975,682.89</b>
<b>Program FF&amp;E</b>	<b>\$2,000,000.00</b>				
FF&E To Date	\$1,936,078.00	\$6,078.61	99.7%	\$1,929,999.39	
Gilbane Change Orders (accounted for above)	\$63,922.00				
<b>FF&amp;E To Date</b>	<b>\$2,000,000.00</b>	<b>\$6,078.61</b>		<b>\$1,929,999.39</b>	
<b>Contingency</b>	<b>\$5,650,000.00</b>				
Various Projects and Expenses	\$263,260.36	\$23,500.00	91%	\$239,760.36	
DMJM Program Management (accounted for above)	\$1,520,740.35				
Wiggin & Nourie, P.A. - Manchester PS GP,LLC vs City	\$348,532.83	\$0.00	100%	\$348,532.83	
OCIP Reserve Account - Liberty Mutual GL&WC Losses	\$321,000.00	\$217,272.25	32%	\$103,727.75	
Gilbane Change Orders (accounted for above)	\$2,616,437.29				
<b>Contingency Authorized to Date</b>	<b>\$5,069,970.83</b>	<b>\$240,772.25</b>		<b>\$692,020.94</b>	
<b>Balance for Future Contingency Allocations</b>		<b>\$580,029.17</b>			
<b>PENDING Contingency Expenditures</b>					
Pending CCA's not in Change Order Form as yet	\$25,339.98				
<b>JSBC APPROVED CONTINGENCY BALANCE</b>	<b>\$580,029.17</b>				
<b>CONTINGENCY BALANCE LESS PENDING EXPENDITURES</b>	<b>\$554,689.19</b>				
<b>UNENCUMBERED PROJECT FUNDS</b>	<b>(\$38,158.14)</b>				
<b>ENCUMBERED/EXPENDED TOTAL</b>	<b>\$109,285,877.14</b>	<b>\$6,880,638.86</b>		<b>\$102,405,238.28</b>	<b>\$3,975,682.89</b>
<b>TOTAL</b>	<b>\$109,247,719.00</b>				



# City of Manchester

## Department of Highways

### Facilities Division

275 Clay Street  
Manchester, New Hampshire 03103-5613

(603) 624-6554 Office  
(603) 624-6562 Fax

Frank C. Thomas  
*Public Works Director*

Kevin A. Sheppard  
*Deputy Public Works Director*

Timothy J. Clougherty  
*Chief Facilities Manager*

August 21, 2007

## Project Status Report Parkside Gym Floor Repair.

This project involves the removal and disposal of approx 2,000 sq/ft of extensively water damaged wood and substrate flooring and restoration. The project initially had estimated 500 sq/ft. Upon removal of flooring, damage was much more extensive than anticipated.

Removal of 2,000 sq/ft water damaged flooring. Complete.

Several weeks of dehumidification of affected areas. Complete.

The existing slab being treated with a mold inhibiting paint to encapsulate any residual mold spores. In process.

Floor prep. In process.

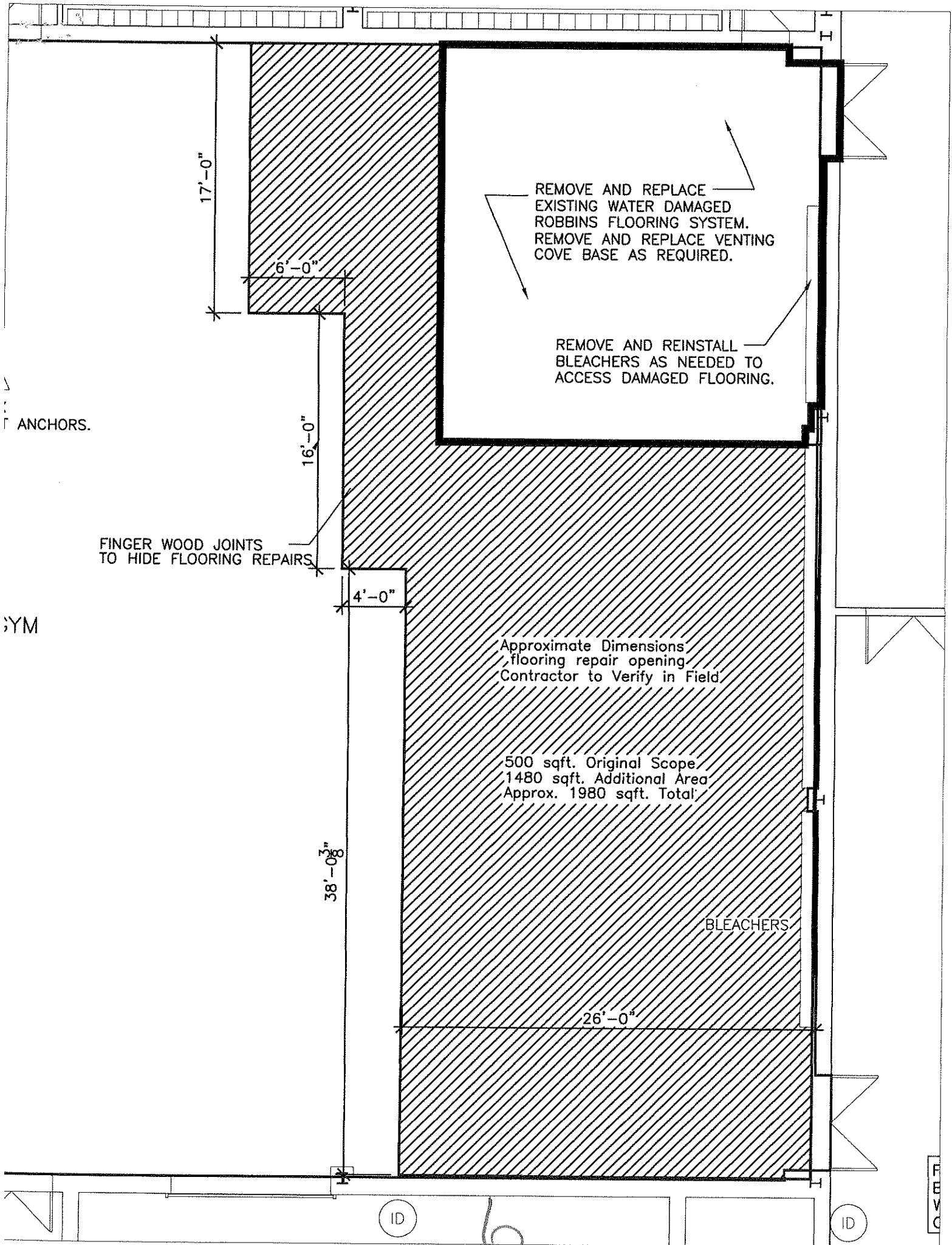
Reinstallation of new sub flooring and new maple flooring. Late August

Sanding, painting and refinishing of floor. Mid September

Floor ready to be used by school, September 24th, 2007

### Budget Status

Project is expected to cost approximately \$50,000 to \$60,000



ANCHORS.

SYM

FINGER WOOD JOINTS  
TO HIDE FLOORING REPAIRS

REMOVE AND REPLACE  
EXISTING WATER DAMAGED  
ROBBINS FLOORING SYSTEM.  
REMOVE AND REPLACE VENTING  
COVE BASE AS REQUIRED.

REMOVE AND REINSTALL  
BLEACHERS AS NEEDED TO  
ACCESS DAMAGED FLOORING.

Approximate Dimensions  
flooring repair opening  
Contractor to Verify in Field

500 sqft. Original Scope  
1480 sqft. Additional Area  
Approx. 1980 sqft. Total

BLEACHERS

ID

ID

REV C





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August 21, 2007

## Project Status Report Green Acres, Library Conversion.

This project involves the building of three interior walls, to enclose the existing 1,750 sq/ft Library. Also included are new book shelving, finishes, furniture, doors, windows, electrical and data ports.

Project is substantially complete as of August 17, 2007

Books are reloaded.

Punch list items are in process to be finished.

New work tables to be installed August 27.

Library ready for first day of classes. September 4

New child chairs are due mid September. Existing chairs will be used in the interim.

### Budget Status

Budget \$118,000

Encumbered or expended to date \$109,000

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August 21, 2007

## Project Status Report Hallsville Structural Roof Repairs

This project involves structural repairs and upgrades to the existing roof structure. The major components of this project include; replacement of existing heavy timber truss web components, installation of new truss gusset plate connection hardware, replacement and/or repair of major transfer beams, installation of new transfer beams and installation of new timber framing connectors on new and existing heavy timbers, posts and headers. Replacement or augmentation of some of the secondary framing is also included.

### Project Status:

Repair work will be performed simultaneously on each heavy timber truss (four total).

1. Installation of exterior construction staging to access attic area. Complete
2. Existing fiberglass insulation removal to expose truss connections. Complete
3. Existing ceiling joist alterations to access truss connections. Complete
4. New truss connection plate templates. Complete
5. Temporary structural shoring to repair the first of four heavy timber trusses. Complete
6. Replacement of transfer beams/secondary framing member augmentation. In Progress
7. Installation of new truss connection plates and web members for half of each truss span, August 2007.
8. Resume work on second half of truss repairs June 2008.
9. Completion of work, September 2008.

### Project Budget:

\$610,477.00

Encumbered/expended: \$566,000.00



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August 21, 2007

## Project Status Report All Schools EBU (emergency lights) Test & Repair

This project involves the Emergency Lighting annual testing and record keeping in all schools as required by NFPA and MFD.

### **Budget:**

**\$ 15,000.00**

### **Project Status:**

The testing of all schools complete as of 8/10/07. The replacement process is scheduled to begin during the week of 9/4/07.

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August 8, 2007

## Project Status Report Memorial Press box Renovation

### Budget Status

\$15,000.00

### Project Status:

Queen City remodeling has completed renovations. Minor cosmetic Punch list items remain. Awaiting less humid weather to complete the punch list items.

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August 8, 2007

## Project Status Report Hallsville Window Screens

### Budget Status

\$17,466.00

### Project Status:

Clearview Sunroom and Window has installed all of the screens awaiting one replacement screen to finish project, scheduled to be installed week of August 13, 2007.



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August 24, 2007

## Project Status Report Central High School Room T-1 Industrial Arts

This project involves.

1. Removal of 1,600 sq/ft of worn out carpet.
2. Abatement and disposal of 1,600 sq/ft of ACBM floor tiles.
3. Installation of new school grade carpet.

### Project Status:

1. Move all contents and furniture from the room Complete
2. Abatement contractor to remove all existing carpet and ACM floor tiles. Complete.
3. Carpet installer to install new carpet week of Complete.
4. Move all contents into room T-1 Complete.
5. The reinstall of band room lockers Complete.

Project is complete 8/24/2007

### Budget Estimate:

\$ 25,000.00

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August 24, 2007

## Project Status Report Green Acres UST Corrosion Protection Repair & Upgrades

This project involves the Design, Engineering and installation of sacrificial anodes surrounding the existing UST. The system was tested in April 2007 and received failing results. N.H. DES requires corrosion protection on all steel underground storage tanks.

### Project Status:

1. Contractor has completed the installation 8/3/07
2. The system retest is scheduled for Week of Aug 13 and certified.
3. N.H. DES to review results to bring UST Back into compliance. Fall 2007
4. Corrosion system was tested and has received passing results (Complete)

### Budget:

\$ 6500.00

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August 24, 2007

## Project Status Report UST Leak Monitor Upgrades Green Acres, Webster, Highland Goffs Falls, Parker Varney, Hallsville

This project involves the removal of the outdated existing leak detection system and replacing it with an electronic liquid sensing system.

### Contractors invited to quote:

1. Tyree
2. Advanced Environmental Services
3. Dean King
4. Metro Environmental Services

**Apparent Low Quote Advanced Environmental Services.**

**Work is schedule to begin during the week of 8/24/07 this work is anticipated to be complete by 8/31/07.**

### Budget Estimate:

**\$ 24,000.00**

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August 7, 2007

## Project Status Report ADA Door Signage

This project involves the design, engineering and installation of door signage at the following schools to meet ADA signage requirements.

1. Bakersville E.S.
2. Beech E.S.
3. Central H.S.
4. Gossler E.S.
5. Green Acres E.S.
6. Hallsville E.S.
7. Highland Goffe's Falls E.S.
8. Hillside M.S.
9. Jewett E.S.
10. McDonough E.S.
11. Memorial H.S.
12. Northwest E.S.
13. Parker Varney E.S.
14. Parkside M.S.
15. Smyth Road E.S.
16. Southside M.S.
17. Webster E.S.
18. West H.S.
19. Wilson E.S.

All schools listed are substantially complete, with punch list items remaining scheduled to be completed during week of August 27, 2007.

### Budget Status

\$102,160 Total CIP Funds

\$98,603 Total Adjusted Contract to Contractor.



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August 8, 2007

## Project Status Report ADA Hardware Upgrade

This Project involves the upgrade of existing doors and door hardware at the following Elementary schools to meet ADA requirements.

1. Northwest Elem. 100% Complete
2. Webster Elem. 100% Complete.
3. Green Acres Elem. 100% Complete
4. Parker Varney Elem. 100% Complete. Punch list items remain.
5. McDonough Elem. 95% Complete. Punch list items remain.
6. Weston Elem. 90% Complete. Punch list items remain.

Punch list items to be complete first week of September 2007

### Budget Status

\$375,000 Total CIP Funds

\$355,489 Total Adjusted Contract to Contractor.

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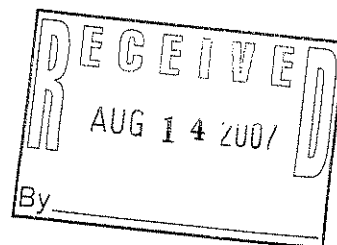


Gallagher Construction Services

Arthur J. Gallagher Risk Management Services, Inc.

August 10, 2007

Tim Clougherty  
City of Manchester  
Purchasing Division  
227 Maple Street  
Manchester, NH 03103



RE: City of Manchester OCIP Program  
06/16/2003 to 09/16/2006  
Liberty Insurance Corporation

Dear Mr. Clougherty:

Enclosed is the first retro audit and the invoice from Liberty Insurance for the amount of \$246,292. I have included the audits and loss runs for each contractor. I have also included Liberty's calculation of the premiums due and my spreadsheet of calculations. The highlighted items you see on both sets of calculations are the errors I found and had Liberty correct which is the \$1,075 credit adjustment on the invoice.

If for any reason you disagree with the figures used to compute this audit, please contact our office immediately.

Please call if you have any questions.

Sincerely,

Terri Williams  
Account Manager

TAW/779165

Enclosure



P.O. Box 7247-0109  
Philadelphia, PA 19170-0109

City of Manchester  
C/O Arthur J. Gallagher & Company  
Attn: Bruce MacDonald, Director - Gallagher Construction  
50 Braintree Hill Office Park  
Braintree, MA 02184

Acct Number 1-004530-0000

AUDIT AND RETRO FIRST ADJUSTMENT STATEMENT  
COMPLETED ON 08/10/07

POLICY #	EXPLANATION	EFFECTIVE DATE	CHARGES	CREDITS	BALANCE
RG2-611-004530-013	Retro Premium	06/16/03-09/16/06	\$421,610.00		
WA2-61D-004530 var	Retro Premium	06/16/03-09/16/06	\$1,273,719.00		
WA2-61D-258724 var	Retro Premium	06/16/03-09/16/06	\$31,561.00		
SUBTOTAL			\$1,726,890.00		
Premium Payment Schedule					
Premiums Paid (WA)				(\$1,110,979.00)	
Premiums Paid (RG)				(\$368,544.00)	
Adjusting balance for disputed balance				(\$1,075.00)	
			TOTAL BALANCE DUE:		\$246,292.00

Exhibit Prepared by:  
Terri Killman-Collins  
Customer Accounting Services  
100 Liberty Way  
Dover, NH 03820  
(800)320-7582 x31700

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